

**Oregon Cultural Trust Board  
Minutes  
Teleconference  
August 16, 2017**



**Board Members Present:** Carole Morse, Chair  
Chuck Sams, Vice Chair  
John Goodwin  
Nathalie Johnson  
Bereniece Jones-Centeno  
Gustavo Morales  
Niki Price  
John Tess  
Chris Van Dyke

**Board Members Absent:** Gayle Yamasaki  
Mike Golub  
Representative Margret Doherty  
Senator Elizabeth Steiner Hayward

**Partners Present:** David Huff, Oregon Arts Commission  
Chrissy Curran, State Historic Preservation Office  
Adam Davis, Oregon Humanities  
Eliza Canty-Jones, Oregon Historical Society

**Staff Present:** Brian Rogers, Executive Director  
David Huff, Assistant Director  
Kat Bell, Grants & Office Coordinator  
Raissa Fleming, Administrative Assistant  
Carrie Kikel, Communications Manager  
Aili Schreiner, Trust Manager

**Others Present:** N/A

**Call to Order**

Morse called the meeting to order at 2:06 pm.

**FY 2018 Spending Plan**

Rogers reported on the changes from the July 2017 Board meeting, highlighting the changes in administrative allocation for staffing restructure. 50% of Executive Director and Assistant Director Salaries are now allocated to Trust, 100% of the Grants and Office Coordinator position is allocated to the Trust. The Trust Communications Manager position is allocated to the marketing and outreach budget (line 8.1)

Rogers reported that the increase in salary expenditures came without spending authority to cover the increase. The Trust would have to access some accumulated surplus funds in order to maintain operations. The Trust will work on the process to submit a legislative concept to correct with Business Oregon for the next biennium session.

Rogers reported that two spending plans were developed, a reduction plan and the current service level. Both plans are represented respectively in a column. Staff recommends current service level as an up to amount.

Huff provided context by reminding the board that the Legislative Adopted Budget is set by Legislative Fiscal Office and is overseen by Business Oregon's fiscal department. The spending plan is direction from the board to staff about how to allocate revenue within the income and expenditure categories.

Morse asked if the Emergency Board could change statute.

Huff said they can change budget but not statute.

Huff described the two spending plan options, reduction and current service level. The notable change is the overall projected balance (page 6 line 18). The accounting for fiscal year 2017 closes in September. Final cash reserve from last fiscal year is on line 21.

Morse asked for a description if we chose a reduction plan and how that would impact administrative capacity and our ability to accomplish objectives.

Schreiner explained that the reduction plan would decrease direct mail and printing, and other line items under marketing and outreach.

Discussion followed about how to reduce line items 10 - 13 and subsequent impact.

Price asked about authority to spend the license plate revenue on personnel without increasing the spending authority for administration.

Huff explained that our Chief Financial Officer and or the Department of Justice can grant authority, in this case our CFO gave us approval.

Board discussion followed about the two scenarios and impact.

Morse asked for a motion to approve the current service level spending plan, which will be reviewed on a quarterly basis.

### **Spending Plan Approval**

Motion: Sams moved approval of the spending plan with the current level option. With quarterly board updates adjustments as needed. Seconded by Price. ***Motion passed unanimously.***

### **Cultural Development Grants**

Schreiner gave a brief overview of the Cultural Development Grants.

Rogers recommend option 2, with the understanding that any returned grant funds be reallocated to non-funded applicants as long as they are returned within the fiscal year with enough time to reallocate.

Morse asked for a motion to approve the Cultural Development Grants as determined by option 2.

**Cultural Grants Approval**

Motion: Sams moved approval of option 2 for the Cultural Development Grants. Seconded by Jones-Centeno. *Motion passed unanimously*

**FY 18 Cultural Participation Grants (County and Tribal Coalitions)**

Schreiner gave a brief overview of the Cultural Participation Grants. The Coalitions receive a base amount of \$6,300 and per capita percentage.

Morse asked for a motion to approve the Cultural Participation Grants as presented.

**Cultural Participation Grants Approval**

Motion: Sams moved approval of the Cultural Participation Grants as presented. Seconded by Goodwin. *Motion passed unanimously*

**Adjourn**

Morse adjourned the meeting at 3:13 pm.